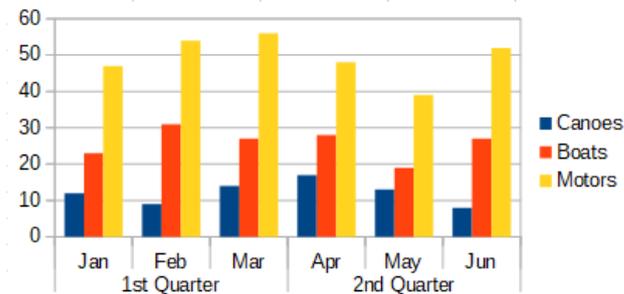*Figure 105: Example of hierarchical axes labels*

Data labels

Data labels display information next to data points on the chart. They can be quite useful for highlighting specific data when presenting detailed information, but be careful not to create a chart that is too cluttered to read easily.

Adding and formatting data labels for a data series

To add or format data labels for a data series:

1) Select the chart by double-clicking on it to enter edit mode. The chart should now be surrounded by a gray border.

2) Do one of the following to select a specific data series:

– Click once somewhere in the data series.

– In the *Select Chart Element* drop-down list of the Formatting toolbar, select the data series name.

> ✅ **Note**
>
> If no data series is selected, then all data series on the chart will be labeled.

3) To open the Data Labels dialog (Figure 107), do one of the following:

– Go to **Insert > Data Labels** on the Menu bar. If you selected a data series, Calc displays data labels for that data series using default settings, and displays the Data Labels dialog for the selected data series. In this case, the data labels will remain displayed even if you press **Cancel** on the dialog. If no data series was selected, Calc displays the Data Labels for all Data Series dialog (Figure 106). The controls on this dialog are similar to those on the *Data Labels* tab of the Data Labels dialog, which are described below.

– First right-click on the selected data series in the chart and select **Insert Data Labels** in the context menu. Calc displays data labels with default settings. Then right-click again and select **Format Data Labels** in the context menu.

– Select the intended data labels on the chart or in the *Select Chart Element* drop-down, and then select **Format > Format Selection** on the Menu bar or press the **Format Selection** icon on the Formatting toolbar.